



FRIENDS OF THE FAMILY WINCHESTER LIMITED

Directors' and Trustees' Report

and

Financial Statements

for the year ended

31 MARCH 2023

Company No 7577875 (Registered in England and Wales)
Charity No 1143462



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Trustees Annual Report for the year ended 31 March 2023

Objectives and Activities

Friends of the Family Winchester is a small, independent, Winchester-based charity which for almost 30 years has been offering confidential support to local families, empowering them to overcome adversity and face their future with confidence.

We offer practical support and a safe and nurturing environment where children and their families can learn to help themselves and focus on building a healthy family life for the future, breaking cycles of behaviour for future generations.

We do this by offering three programmes:

The **Mums and Young Children Project** is a therapeutic support group for vulnerable women and their pre-school children. The group comes together weekly in a non-judgemental space lead by a psychotherapist, while their babies and toddlers are looked after by a Play Leader and volunteers.

The **5s to 13s Befriending Service** matches a focus child aged between 5 to 13 years old with a trained volunteer who meets them once a week for two hours at time. The child benefits from a positive role model and additional support, whilst our Befriending Manager supports the wider family, offering support and signposting them to other specialised agencies to help them overcome their challenges.

Our third programme offers **Support for Dads** by providing counselling and a peer support group called 'Dads Aloud' to help dads in their role as a parent. We also work in HMP Winchester, providing mentoring and counselling for dads ahead of their release from prison, aiding the transition back into family life.

Volunteers are integral to our work, and we are very grateful for their commitment and support – we could not continue our work without them. Volunteers are recruited and coordinated by paid employees, undertake training, and are invited to additional training and discussion groups to share experience and best practice.

Public Benefit

In setting its plans and priorities for areas of work, the trustees have had regard to the guidance of the Charity Commission on public statement of benefit.



Chairperson's Statement for the year ended 31 March 2023

The past year has been one of change following a return to a new normal from the Covid pandemic. Change can feel daunting and unsettling, but I am delighted that with the backing of the Board and support from the staff we have emerged as stronger, more cohesive, and resilient Charity. Our ethos and projects haven't changed, and as we enter our 30th year we are proud to continue to support children and families in the Winchester district.

What are the changes?

- The appointment of Jo Smith in April 2022 as the Operations Director. This is a new role and provides leadership and direction for the staff team and an important link to the Board.
- The appointment of Shelley Dodd as a counsellor providing 1:1 sessions for our service users.
- The appointment of Jane Hall as the Volunteer and Operations Coordinator.
- The appointment to the Board of four new Trustees; Rebecca Lockwood with the portfolio for communications; Graham Jacobs with the portfolio of business; Cathryn Perrin with the portfolio of grants and fundraising and Jane Bennett as the Quaker representative.
- We said goodbye and thank you to three long standing Trustees; Rosemary Wright, Clare Sheppard and Jonathan Flory.

As a small, local charity with no central funding we are grateful to our major donors and partners in the last year, particularly The Henry Smith Charity for their 3-year grant to fund the 5-13's Project, Winchester Rotary, The Mayor of Winchester Cllr Vivian Achwal, The O'Sullivan Family Trust, The George Cadbury Fund and to Rathbones. I would like to thank anyone and everyone who has donated money, time, and expertise this year to ensure that we continue to deliver the high level of service and support to as many families as we can.

The attached Impact Statement shows the number of families we have helped, the befriender hours given, the counselling hours provided and the volunteers we have worked with. Without the volunteers our Charity cannot function. The time and dedication they have given to every one of our service users is immeasurable, they have changed lives and shaped futures and for this we are very grateful.

In this, my last Chair's report, I am honoured to pass the baton to the incoming Chair Chris Bale. Friends of the Family is in a good place, with a cohesive staff team and a talented Board, and ready to face the challenges of the next 30 years.

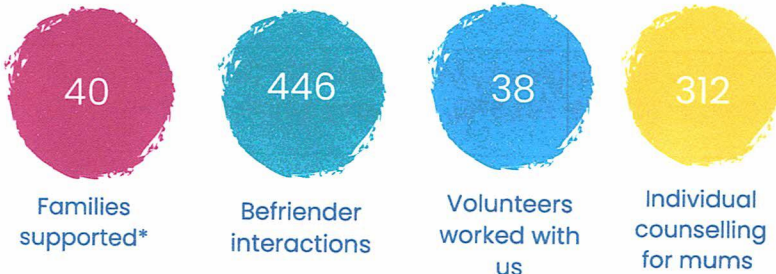
A handwritten signature in black ink, appearing to read "Karen Hazlitt", written in a cursive style.

Karen Hazlitt
Chair of Trustees
Friends of the Family Winchester Limited

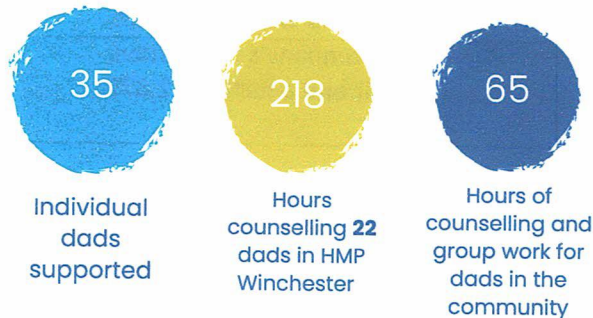


We empower and support families in the Winchester district who are experiencing difficult life circumstances, helping them to face their future with confidence.

“The Mums and Young Children Project literally saved my life. I genuinely believed I would kill myself before I started coming here. It’s time for me. I can try and get me back. I’ve never left my children with anyone, but I’d happily leave them with the volunteers knowing I don’t have to worry about them. I wouldn’t be here without my one-to-one counsellor. She doesn’t judge, laughs in the right places and has made me a different sort of Mum. She’s given me the oomph to keep going. The support between the group is also important. I’ve grown as a person. I know I have got demons, but I am in control. ”
Karla, mum, Mums and Young Children Project



“Last year I was coming to terms with the fact my past was real. After seeing my counsellor my scars are starting to heal. He has helped me find my confidence and I now look at life differently.... I now enjoy being me ”
Mike, Support for Dads



Using art to talk about our feelings

In recent months, volunteers have been using art to help children **talk about their feelings**. As one boy, Ryan, said, ‘I don’t like talking about my feelings, but I could talk through my pictures’.



Underwater Escape

‘This is a painting of a girl swimming underwater. She is dreaming that she is escaping from reality to a really nice house’.
K aged 10

*Through our Mums and Young Children’s Group and Befriending Service

Meet Jeni

Jeni’s eldest son had undiagnosed autism, making him extremely violent at home, to the detriment of her youngest son. With the help of a Befriender, the youngest son got the time and space to explore his feelings whilst Jeni received additional support from our counsellor. **‘This was life changing. I no longer felt judged. I felt held and became more confident as a parent as a result’**. Jeni has gone on to run parenting courses for Barnadoes and now works with the school PTA to support other parents .



Thank you for you support.



Financial review

Financial performance during the year was satisfactory. Income grew by 58% to £118,226 (2021-2022: £74,734) and expenditure was 29% higher at £105,734 (2022-23: £81,576), producing a modest surplus of £12,492.

Grant income was again strong at £53,328 (2021-2022: £45,050), and we were delighted to secure a further three years' funding from The Henry Smith Charity for our 5s to 13s project. We also had success with other grant applications and are very grateful to all our funders, including National Lottery Awards for All, The Albert Hunt Trust, Beacon Lodge Charitable Trust and the Hampshire and Isle of Wight Community Foundation.

Donations at £47,130 (2021-2022: £27,908) showed a 68% increase, and we thank all our members and other individuals, local churches and family trusts who support our work so generously.

We received a major donation of £15,000 from Winchester Rotary Club, and a further £5,400 from being one of the Mayor of Winchester's chosen charities in 2021-22. A partnership with Rathbones, which included a carol service in Winchester Cathedral and a donation from the company's foundation, raised £6,105. Other fundraising events included £1,030 from our Christmas quiz and a further £2,872 from our Christmas appeal.

The increase in expenditure during the year was planned and reflected trustees' determination to restore our services post-Covid and to strengthen our staff team. Staff salaries were 15% higher at £76,818 (2022-23: £66,328) as we employed a part-time counsellor and a part-time Operations Manager. At year's end, our services were all back to full delivery after the pandemic, and a busy schedule of training and family workshops for families incurred additional costs.

We are extremely fortunate to enjoy the goodwill of Winchester Quaker Meeting which continues to gift an office and space for our activities within the Friends Meeting House. The Friends' support of the charity since its inception has been invaluable.

Reserves policy

The charity holds a Designated Reserve Fund to ensure that its services can continue in the event of an unexpected fall in income. The amount is reviewed annually and the current figure of £31,500 (2021-22 £25,000) represents three months' projected expenditure in 2023-24. Trustees aim to increase the reserve to four months' expenditure when finances allow.

Structure, governance, and management

Friends of the Family Winchester is a company limited by guarantee and a charity registered in England. It is governed by its Memorandum and Articles of Association. The trustees of the charity are also directors and members of the company.

Membership is open to individuals over the age of 16 and to organisations. Members may vote at general meetings and play a role in the charity's governance and in shaping its future.



Trustees undertook a governance refresh in July 2021 and decided to limit the trustee board to 11 members and new Articles were approved on 4th November 2021.

The board also decided that trustees should generally serve a maximum of two terms of three years each but that exceptions may be made if suitable replacement trustees have not yet been identified. At the end of this financial year, three trustees had served more than the recommended maximum term – Nicola Bryant, Karen Hazlitt, and Lucilla Ward – and all are due to retire at the Annual General Meeting in November 2023.

Trustee vacancies are advertised as part of an open recruitment process. New trustees receive induction and training to cover the activities and structure of the charity and their responsibilities as charity trustees and company directors.

Reference and administrative details

Name	Friends of the Family Winchester Limited
Registered Charity Number	1143462
Company Number	7577875 (Registered in England and Wales)
Principal and registered office	The Friends Meeting House 16 Colebrook Street Winchester SO23 9LH
Directors and Trustees	Karen Hazlitt (Chair) Christopher Bale Claudia Dickens Lucilla Ward Nicola Bryant Jane Bennett (appointed 10 th November 2022) Cathryn Perrin (appointed 10 th November 2022) Graham Jacobs (appointed 10 th November 2022) Rebecca Lockwood (appointed 10 th November 2022) Carolyn Beech (resigned October 2022) Jonathan Flory (retired 4 th November 2022) Clare Sheppard (retired 4 th November 2022) Rosemary Wright (retired 4 th November 2022)
Independent Examiner	Jason Foxwell, FCCA, FCIE



The trustees, who are also directors of the charity for the purpose of the Companies Act, present their annual report and the financial statements for the year ended 31 March 2023. The trustees have adopted the Charities SORP (Statement of Recommended Practice) (FRS 102) effective 1 January 2015.

Constitution and Objects

The Board of trustees, which meets at least six times a year, is responsible for the administration of the charity. These meetings are supported by the following committees – Management Committee, Fundraising Committee and Service Delivery and Impact Committee. Trustees receive no remuneration.

The charity has six part time salaried staff and benefits from the services of unpaid volunteers.

Trustees' Responsibilities in relation to the Financial Statements

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The Companies Act 2006 requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the company and of the profit and loss of the company for that period.

In preparing those financial statements the directors are required to:

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Make judgements and estimates that are reasonable and prudent.
- (iii) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue to operate.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company.

They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Company exemption

This report has been prepared in accordance with the provisions applicable to companies subject to the Small Companies regime.

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the Charity's Trustees:

Signature Karen Hazlitt Date 10.10.2023

Full name: Karen Hazlitt

Position: Chair of Trustees



FRIENDS OF THE FAMILY WINCHESTER LIMITED

Statement of Financial Activities (incorporating an Income and Expenditure Account) for the year ended 31 March 2023

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
Income (note 4)				
Donations and legacies	44,325	2,805	47,130	27,908
Charitable activities	17,500	53,328	70,828	45,050
Other activities	-	-	-	1,649
Investments (bank interest)	268	-	268	127
Total income	62,093	56,133	118,226	74,734
Expenditure				
Raising funds	795	-	795	603
Charitable activities (note 5)	36,156	68,783	104,939	80,973
Total expenditure	36,951	68,783	105,734	81,576
Net income (expenditure) for the year	25,142	(12,650)	12,492	(6,842)
Transfer of funds	(16,459)	16,459	-	-
Net movement in funds	8,683	3,809	12,492	(6,842)
Funds at 1 April 2022	57,708	9,081	66,789	73,631
Funds at 31 March 2023	66,391	12,890	79,281	66,789



FRIENDS OF THE FAMILY WINCHESTER LIMITED

Balance sheet as at 31 March 2023

	Notes	2023		2022	
		£	£	£	£
Tangible fixed assets	8		1,440		2,368
Current assets					
Debtors and prepayments	6	1,450		1,865	
Cash at bank and in hand		<u>77,508</u>		<u>63,757</u>	
Total current assets		77,508		65,622	
Current liabilities					
Creditors: amounts falling due within one year	7	<u>(1,117)</u>		<u>(1,202)</u>	
Net current assets			77,841		64,420
Net assets			79,281		66,788
Reserves					
Unrestricted funds – general			34,891		57,708
Unrestricted funds – designated			31,500		-
Restricted funds			<u>12,890</u>		<u>9,080</u>
Total funds	9		79,281		66,788

Approval

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the “Act”) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies’ regime and in accordance with FRS102 SORP.

These financial statements were approved by the directors on
and signed by:



Karen Hazlitt

The notes on pages 11 to 15 form part of these financial statements.



FRIENDS OF THE FAMILY WINCHESTER LIMITED

Notes to the financial statements for the year ended 31 March 2023

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

a) Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Companies Act 2006. Friends of the Family Winchester meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subject to restrictions on their expenditure imposed by the donor.

c) Income

Voluntary income, donations and grants are accounted for on an accrual's basis.

d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable activities comprises those costs incurred by the charity in the delivery of its activities for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fee and costs linked to the strategic management of the charity.

e) Fixed Assets

Fixed assets including furniture and equipment are capitalised and depreciated to write off the cost of the assets over their estimated useful lives. The annual depreciation rates and methods used are as follows:

Fixtures and fittings- 25% per annum on a straight-line basis, on original cost

Computer equipment – 33.3% per annum on a straight-line basis, on original cost

2. Premises

The charity uses an office in the grounds of the Friends' Meeting House in Winchester under a licence agreement dated 17 August 2004. Under a further licence agreement of the same date the charity enjoys the use of the main Meeting House and Garden in furtherance of its project work. The licences provide for the charity to make a financial contribution, which is currently waived by the Friends. Both licences are subject to six months' notice by either party. It is estimated that the value in the period to the Charity of these facilities is in the region of £12,000.

The trustees are extremely grateful to the Winchester Friends Meeting for their continued hospitality and support.



3. Trustees Expenses

No expenses were paid to any of the trustees during the year, except to reimburse them for purchases or out-of-pocket expenses made on behalf of the charitable company.

4. Income

Donations and Legacies

	Unrestricted	Restricted	Total	2022
	£	£	£	£
Donations (including Gift Aid)	40,998	2,805	43,803	23,114
Membership	3,327	-	3,327	4,414
Other income	-	-	-	380

Major Donors and significant donations: (net of Gift Aid)

We consider a significant donation of anything above £500.

	2023 £	2022 £
Elizabeth & Prince Zaiger Trust	-	3,000
J Cooper	-	2,500
Sir Jeremiah Colman Trust	-	1,000
O'Sullivan Family Trust	3,000	3,000
Charities Trust	-	1,250
Sir James Scott	-	1,000
St Clements GP Practice	-	1,000
St Mary's Kingsworthy	-	550
St Lawrence Winchester PCC	570	510
TK Maxx	-	500
Anonymous	-	500
Winchester Rotary Club	15,000	-
Rathbones	6,105	-
The Mayor's Appeal	5,400	-
Gallagher Foundation	2,000	-
The George Cadbury Fund	-	5,000
Other donations under £500	11,728	3,304
Total	43,803	23,114

Charitable Activities – Income from Grants made for specific purposes:

Grantor	Value	Purpose
The Henry Smith Charity	£ 36,500	5s to 13s Project
National Lottery	£ 6,780	5s to 13s Project
The Albert Hunt Trust	£ 2,000	Mothers and Young Children
Beacon Lodge Charitable Trust	£ 5,000	Mothers and Young Children
Hampshire and Isle of Wight Community Foundation	£ 3,048	Prison Work



5. Expenditure - Charitable activities

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Project Staff salary costs	22,749	54,069	76,818	66,328
Training	4,895	477	5,372	1,644
Project expenses	893	13,309	14,202	4,838
Support costs	7,619	928	8,547	8,766
Total	£36,156	£68,783	£104,939	£81,576

Project staff salary costs include:

Salary and National Insurance contributions:	£ 76,001
Pension Contributions	£ 687
Administration charges	£ 130

The average number of staff employed during the year was 6 (2022: 6). No employee earned more than £60,000.

The Charity became subject to the Pensions Auto-enrolment legislation with effect from 1st February 2017 and the Trustees selected National Employment Savings Trust as the pension provider and administrator. All eligible employees have been offered the opportunity to participate in the scheme.

6. Debtors and Prepayments

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Gift aid reclaim	1,450	-	1,450	1,847
Donation owed	-	-	-	18
Total	£1,450	£-	£1,450	£1,865



7. Creditors: amounts falling due within one year

	2023 Unrestricted	2023 Restricted	2023 Total	2022 Total
	£	£	£	£
Salary costs and training	240	-	240	992
DBS checks	-	-	-	210
MYC project costs	-	25	25	-
5s-13s project costs	-	26	26	-
Dad's prison project costs	-	756	756	-
Bookkeeping costs	-	69	69	-
Total	£240	£876	£1,116	£1,202

8. Fixed Assets

Fixed assets including furniture and equipment are capitalised and depreciated to write off the cost of the assets over their estimated useful lives. The annual depreciation rates and methods used are as follows:

Furniture, fixtures, and fittings - 25% per annum on a straight-line basis, on original cost

Computer Equipment – 33.3% per annum on a straight-line basis, on original cost.

Cost	Furniture, fittings, and equipment £	Computer equipment £	Total £
Cost			
At 1 April 2022 & 31 March 2023	380	2,556	2,936
Depreciation			
At 1 April 2022	120	448	568
Depreciation charge	76	852	928
At 31 March 2023	196	1,300	1,496
Net Book Value			
At 31 March 2023	184	1,256	1,440
At 31 March 2022	260	2,108	2,368



9. Funds

	Bal at 1 April 2022 £	Income £	Expenditure £	Transfer of funds £	Bal at 31 Mar 2023 £
Restricted funds					
5s-13s restricted fund	1,976	43,280	(34,705)	(1,051)	9,500
MYC restricted fund	2,756	7,000	(23,170)	16,804	3,390
Dad's prison restricted fund	1,980	3,048	(9,980)	4,952	-
Fixed assets restricted fund	2,369	-	(928)	(1,441)	-
Other restricted funds	-	2,805	-	(2,805)	-
Unrestricted funds					
Designated fund	-	-	-	31,500	31,500
General funds	57,708	62,093	(36,951)	(47,959)	34,891
Total	£66,789	£118,226	£(105,734)	-	£79,281

Restricted fund balances are held due to grants being received covering a period after the balance sheet date. They will be spent promptly in the 23-24 financial year.

The designated fund has been set aside as an emergency fund should there be a sudden fall in income for any reason, or major unexpected expenditure. This is reviewed regularly by the trustees.



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIENDS OF THE FAMILY WINCHESTER LIMITED ("the Charitable Company")

I report on the charity trustees on my examination of the accounts of the Charitable Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jason Foxwell FCCA FCIE
39 Enfield Road, Poole, BH15 3LJ

Date 12 October 2023

Signed _____

A handwritten signature in blue ink, appearing to read "J Foxwell", is written over a horizontal line.